

# **County Licensing Officials Meeting Summer 2010 Registration Updates**

## Legislative Updates

- 5 new acts regarding registration:
  - Act 2010-261 - New POW/MIA Distinctive License Plate
  - Act 2010-510 - New Military Distinctive License Plates
  - Act 2010-716 – Updates to the Mandatory Liability Insurance (MLI) law regarding Reinstatement Fees
  - Act 2010-582 - Updates to Fire Fighter Distinctive License Plate
  - Act 2010-710 - New Retired Fire Fighter Distinctive License Plate

## **Act 2010-261**

### **POW/MIA Distinctive License Plate**

- Effective date: June 1, 2010
- New Code Section: 32-6-660
- 1,000 commitments to purchase for passenger plate required before production is authorized
- Motorcycle plate will also be produced if passenger plate qualifies
- Commitment period is June 1, 2010 – May 31, 2011
- Additional fee: \$5.00 annually
- Updated Commitment to Purchase forms are available
- Available to all supporters
- Passenger plate may be issued to private passenger vehicles, pickup trucks, and pleasure motor vehicles
- No limit on number of plates that may be obtained
- Personalized and disability access plates not available
- Net proceeds are distributed to Alabama Veterans' Assistance Fund

## Passenger License Plate



## Motorcycle License Plate



Commitments may be tracked on MV website

## Act 2010-510

### Military Distinctive License Plates

- Effective date: January 1, 2011
- New Code Section: 32-6-650
- New distinctive license plates for Army, Air Force, Coast Guard, Navy, and Merchant Marines (Marine distinctive license plate currently available)
- Available to active, retired, and honorably discharged military members who are residents of Alabama
- Additional fee: \$3.00 in the year of initial issuance
- Issued to private passenger vehicles, pickup trucks, and pleasure motor vehicles
- Tag types:
  - Army - AY
  - Air Force - AI
  - Coast Guard - CO
  - Navy - NV
  - Merchant Marine - MM
- No limit on number of plates that may be obtained
- Retired members will be issued a “Retired” decal
- Personalized and disability access plates not available
- Required documentation: Military ID card **or** DD214 **or** Leave and Earnings Statement

## Act 2010-716

### Mandatory Liability Insurance (MLI) Reinstatement Fees

- Effective date: January 1, 2011
- Amends Code Section: 32-7A-9
- Amends to permit Administrative Office of Courts (AOC) and circuit clerk of any county to collect reinstatement fees and proof of current insurance
- Amends requirement for reinstatement fees to be paid by certified funds. States fees to be paid in manner prescribed by department. Rule change to identify payment types accepted and will provide further notification.
- Fees retained by county licensing official deposited in fund designated "Special Licensing Officials' Fund". This fund cannot exceed \$10,000 during any fiscal year. Excess funds shall accrue to county general fund.
- Funds may be used for the improvement of the equipment and operations in the title and registration offices of licensing officials. Act still states fund is in addition to the amount budgeted for the office of the official.
- County licensing officials have sole discretion on distribution of special fund fees and are subject to audit by Examiners of Public Accounts

## **Act 2010-716**

### **Mandatory Liability Insurance (MLI) Reinstatement Fees Continued**

- Act requires county licensing officials to collect reinstatement fees when due.
- Updated MLI Reinstatement manual to be distributed to all contacts on 'tags' distribution list
- Contact Sherry Helms with MLI Unit for assistance or requests for training at (334) 242-3000.

## Act 2010-582

### Fire Fighter Distinctive License Plate

- Effective date: July 1, 2010
- Amends Code Section: 32-6-272
- **Alabama Forestry Commission (AFC)** will provide a list of eligible volunteer fire fighters and the **Fire Fighters' Personnel Standards and Education Commission** will provide a list of all members of paid or part-paid fire departments to county licensing officials' offices by December 1 each year
- Until December 1, 2010, continue receiving certificate signed by fire chief and verifying fire department on list from AFC
- Any fire fighter not listed must present certificate from AFC signed by fire chief
- Widow or widower of paid, part-paid, or volunteer fire fighter who died in the line of duty may obtain a Fire Fighter license plate upon presenting certificate signed by chief of fire fighter's fire department.



## Act 2010-710

### Retired Fire Fighter Distinctive License Plate

- Effective date: July 1, 2010
- New Code Section: 32-6-280
- New license plate available for issuance January 1, 2012
- Available to retired paid and part-paid fire fighters
- Fire Fighters' Personnel Standards and Education Commission will provide a list of eligible fire departments and eligible retired fire fighters to county licensing officials' offices by December 1 each year
- May be issued to private passenger vehicles, pickup trucks, and pleasure motor vehicles not exceeding 12,000 lbs gross vehicle weight
- Tag type: RF
- No limit on number of plates that may be obtained
- Personalized and disability access plates not available

## Contact Information for Questions Concerning the Fire Fighter or Retired Fire Fighter License Plates

- Volunteer Fire Fighters
  - Chauncey Wood, President  
Alabama Association of Volunteer Fire Departments  
<http://www.aavfd.org>  
(334) 403-0301
- Paid Fire Fighters
  - Allan Rice, Executive Director  
Alabama Fire College and Personnel Standards Commission  
<http://www.alabamafirecollege.org>  
(334) 533-1034

## Commitment to Purchase Periods

- December 1, 2009 – November 30, 2010
  - Boy Scouts of America and Light Keepers
- May 1, 2010 – April 30, 2011
  - Alabama Tennis Foundation, Cherokee Tribe, Fighting Cystic Fibrosis, Freemason, Huntsville Hospital, and Omega Psi Phi
- June 1, 2010 – May 31, 2011
  - POW/MIA

## Daily Registration Update Project

- Improve the quality and timeliness of vehicle registration data that is available to law enforcement and licensing officials
- Automate upload process to allow motor vehicle registration data to be uploaded to ALVIS on a nightly basis
- Implement new process to edit for data quality and completeness
- FMCSA grant will provide funding
- Received 62 signed agreements from county license plate issuing officials
- 31 of 62 counties that have signed agreements are currently providing data files each night
- 4 counties are currently beta testing
- Anticipated full production date – July 2010

## Plate Reservation and Ordering System (PROS)

- Updates from Vendor -Alabama Interactive
  - Problem using updated system due to the number of users on the system at once and system trying to auto refresh every 30 seconds
  - Looking at solution – to only send “new” records to ADOR as found in system
  - Expect to put into production July 12th

# Temporary Disability Access Parking Placards



EXPIRES LAST DAY OF MONTH  
AND YEAR PUNCHED



INVALID IF MORE THAN ONE  
MONTH AND ONE YEAR IS PUNCHED

- Redesign will include multiple expiration years (2010 through 2019)
- Current 2010 temporary placard may continue to be issued for disabilities that expire prior to January 2011

## Upcoming License Plate Redesigns

- January 1, 2011
- Military Veteran Distinctive License Plates:
  - Atomic Nuked
  - Battle of the Bulge
  - Desert Shield/Desert Storm
  - Korean War
  - WWII-American
  - WWII-Asiatic Pacific
  - WWII-European

# County Licensing Official's Meeting - Summer 2010

## Titles



# Outline

- Act 2010-748 – Salvage Retention
- Act 2010-579 – Fee changes
- Act 2009-746 – Manufactured Home Law
- ETAPS Enhancements
- Administrative Rule Changes
- Miscellaneous Issues

# Act 2010-748 – Salvage Retention

## Effective June 1, 2010

- This law allows the owner of salvage motor vehicles to apply for inspection in lieu of being a licensed rebuilder.
  - Owner must provide evidence that he or she was the owner of the motor vehicle prior to the event which caused the salvage title to be issued.
- Authorizes an owner of a salvage vehicle to apply for an inspection in certain cases where the supporting paperwork is incomplete or unavailable by posting a bond in accordance with 32-8-36.
- Eliminates the provision requiring the Department of Revenue to approve nationally recognized indexes and databases of retail values for the purpose of salvage vehicle valuations.
  - The Department does not have the expertise to adequately evaluate these indexes and databases.

# Act 2010-748 – Salvage Retention Continued

- Provides that any motor vehicle for which a certificate of title has been issued by any state with the notation of "junk," "parts car," "parts only," "nonrebuildable," shall be considered "junk" in this state and shall not be titled in Alabama.
- Requires that any scrap metal processor who acquires a motor vehicle for the purposes of recycling it into metallic scrap for remelting purposes shall surrender the certificate of title to the department for cancellation.
  - MVT 5-48 (Junk Notification Form)
  - They must also maintain records for a period of five years of every motor vehicle acquired for the purpose of recycling it into metallic scrap. Criminal penalties for violation of these provisions are also provided.

# Act 2010-748 – Salvage Retention ETAPS Enhancements

- Rebuilt Salvage Vehicle Inspection Process
  - Process not available for individual owners

# Act 2010-579 – Fee Changes Effective October 1, 2010

- Clarifies the definition of a “New” and “Used” vehicle
- Reduces the motor vehicle title records fee from \$15 to \$5 for electronic records and/or printouts
  - Title histories are still \$15
  - Registration Record fee increased to \$5 per year

# Act 2010-579 – Fee Changes Continued

- Further Restricts the privacy of certain motor vehicle records
  - All DPPA form requests are processed through the Department of Revenue
  - Tag verification for law enforcement- county offices still provide
- Eliminates the inspection requirement for utility trailers. Also, eliminates the inspection requirement for motor vehicles not subject to the title law when the motor vehicle has been registered in this state during the current or previous two calendar years.

# Act 2010-579 – Fee Changes Continued

- Permits the standardization of motor vehicle title bond amounts.
- Permits the department to prescribe alternative methods for lien releases when the lienholder is no longer in business.
- Permits the department to exempt certain motor vehicles from titling when it is determined to no longer be cost effective.

# Act 2010-579 – Fee Changes ETAPS Enhancements

- New Motor Vehicle Bond Process
  - Similar to MH Bond currently in ETAPS
  - Standard Bond Amounts



# Act 2009-746 – MH Law

## Effective January 1, 2010

- Removes manufactured homes from the Alabama Uniform Certificate of Title and Anti-theft Act and establishes a new chapter for titling manufactured homes (Title 32 Chapter 20).
- Requires manufactured home dealers be licensed by the Alabama Manufactured Housing Commission before they qualify as designated agents to process title applications.
- Permits out of state lending institutions to become designated agents. This would allow these institutions to utilize ETAPS to record ownership and security interests on certificates of title.

# Act 2009-746

## Effective January 1, 2010

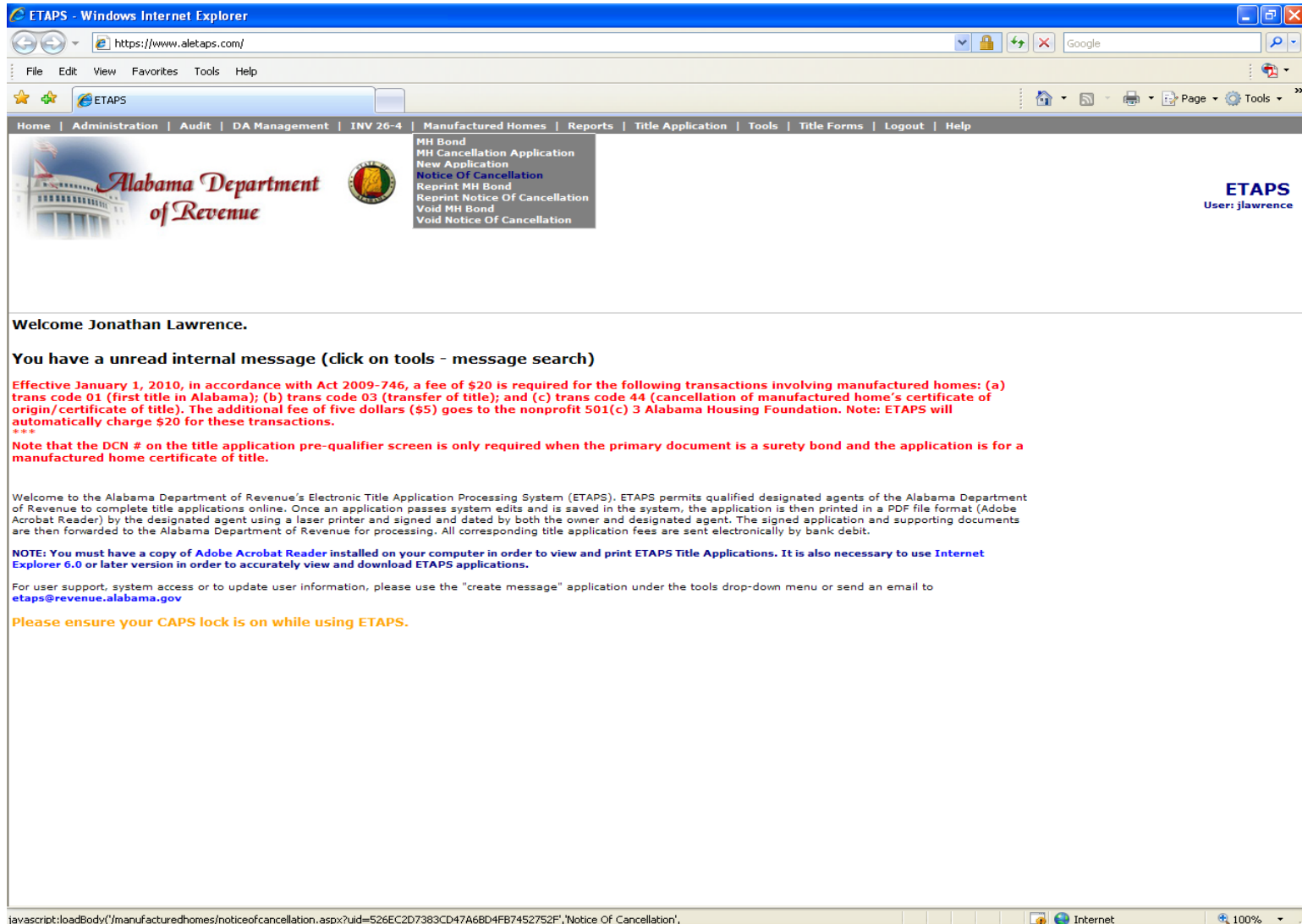
- Exempts manufactured homes that are more than 20 years old from titling or cancellation requirements.
- Creates a new Transaction Code 44.
  - Certificate of Cancellation due to affixation to real property - Reference 32-20-20, Code of Alabama 1975
- Adds an additional \$5 fee for Transaction Code 01, 03 & 44 MH applications.
  - Paid to the Alabama Housing Foundation
- Removes manufactured homes from salvage title law provisions.

# Act 2009-746

## Effective January 1, 2010

- Streamlines cancellation procedures for certificates of title to manufactured homes permanently affixed to real property.
  - MVT 5-33 & MVT 5-36 are no longer valid.
  - New MVT 5-39E – Notice of Cancellation (Valid 90 days)
  - Three primary documents:
    - MSO
    - AL Title
    - MH Bond

Under the tab “Manufactured Homes” – choose “Notice of Cancellation”



ETAPS - Windows Internet Explorer

https://www.aletaps.com/

File Edit View Favorites Tools Help

ETAPS

Home Administration Audit DA Management INV 26-4 **Manufactured Homes** Reports Title Application Tools Title Forms Logout Help

Alabama Department of Revenue

MH Bond  
MH Cancellation Application  
New Application  
**Notice Of Cancellation**  
Reprint MH Bond  
Reprint Notice Of Cancellation  
Void MH Bond  
Void Notice Of Cancellation

ETAPS  
User: jlawrence

Welcome Jonathan Lawrence.

You have a unread internal message (click on tools - message search)

Effective January 1, 2010, in accordance with Act 2009-746, a fee of \$20 is required for the following transactions involving manufactured homes: (a) trans code 01 (first title in Alabama); (b) trans code 03 (transfer of title); and (c) trans code 44 (cancellation of manufactured home's certificate of origin/certificate of title). The additional fee of five dollars (\$5) goes to the nonprofit 501(c) 3 Alabama Housing Foundation. Note: ETAPS will automatically charge \$20 for these transactions.

\*\*\*

Note that the DCN # on the title application pre-qualifier screen is only required when the primary document is a surety bond and the application is for a manufactured home certificate of title.

Welcome to the Alabama Department of Revenue's Electronic Title Application Processing System (ETAPS). ETAPS permits qualified designated agents of the Alabama Department of Revenue to complete title applications online. Once an application passes system edits and is saved in the system, the application is then printed in a PDF file format (Adobe Acrobat Reader) by the designated agent using a laser printer and signed and dated by both the owner and designated agent. The signed application and supporting documents are then forwarded to the Alabama Department of Revenue for processing. All corresponding title application fees are sent electronically by bank debit.

**NOTE: You must have a copy of Adobe Acrobat Reader installed on your computer in order to view and print ETAPS Title Applications. It is also necessary to use Internet Explorer 6.0 or later version in order to accurately view and download ETAPS applications.**

For user support, system access or to update user information, please use the "create message" application under the tools drop-down menu or send an email to [etaps@revenue.alabama.gov](mailto:etaps@revenue.alabama.gov)

Please ensure your CAPS lock is on while using ETAPS.

javascript:loadBody('/manufacturedhomes/noticeofcancellation.aspx?uid=S26EC2D7383CD47A6BD4FB7452752F','Notice Of Cancellation');

On the “Pre-qualifier” screen – complete required data fields and click “Continue”



ETAPS - Windows Internet Explorer

https://www.aletaps.com/

File Edit View Favorites Tools Help

ETAPS

Home | Administration | Audit | DA Management | INV 26-4 | Manufactured Homes | Reports | Title Application | Tools | Title Forms | Logout | Help

 **Alabama Department  
of Revenue** 

**ETAPS**  
User: jlawrence

**Notice Of Cancellation Prequalifier**

VIN	Alabama Title Number
12	
Primary Supporting Document	Document Control Number
MFG's Certificate of Origin	

Continue

noticeofcancellation.aspx?uid=526EC2D7383CD47A6BD4FB7452752F

Internet 100%

Complete required fields & click “Save & Print”

ETAPS - Windows Internet Explorer

https://www.alelaps.com/

File Edit View Favorites Tools Help

ETAPS

Home | Administration | Audit | DA Management | INV 26-4 | Manufactured Homes | Reports | Title Application | Tools | Title Forms | Logout | Help

Alabama Department of Revenue

ETAPS  
User: jlawrence

**Notice Of Cancellation**

Supporting Information

Primary Supporting Document  
MFG's Certificate of Origin

VIN 1  
12

VIN 3

Current Alabama Title Number

VIN 2

VIN 4

Vehicle Information

Vehicle Year  
2009

Vehicle Make  
Cavalier

Vehicle Color 1  
Bronze

Vehicle Body Style  
Manufactured Homes

New/Used  
New

Vehicle Model  
C730

Vehicle Color 2

Number of Cylinders  
0

Date of Purchase  
01/05/2009

Owner Name/Address

Owners Name (Last, First, Middle)  
Lawrence Jonathan A

Address  
150 North Ripley St

City  
Montgomery

County Of Affixation  
Montgomery

State  
Alabama

Zip  
36132

Fee Amount

Bond Amount  
50000


Save and Print Cancel

Internet 100%



# Notice of Cancellation – MVT 5-39 (Valid 90 days)

## Note the generated Document Control Number (DCN)



**ALABAMA DEPARTMENT OF REVENUE**  
MOTOR VEHICLE DIVISION  
TITLE SECTION

MVT 5-39E  
(REV 01/2010)

**Notice of Cancellation of a  
Certificate of Origin or Alabama Title For a  
Manufactured Home Classified as Real Property**

DOCUMENT CONTROL #: DCN000000013      DATE: 01/06/2010

VEHICLE IDENTIFICATION NUMBER	YEAR MODEL	MAKE	MODEL	BODY TYPE	CURRENT ALABAMA TITLE NO.
12	2009	Cavalie	C730	MH	
NEW	USED	DATE OF PURCHASE (M/D/Y)		COLOR	
<input checked="" type="checkbox"/>		01/05/2009		Bronze	

Owner(s) Lawrence Jonathan A

Address 50 North Ripley St

City Montgomery      State AL      Zip Code 36132

I (We) hereby certify that the above referenced manufactured home has been permanently affixed and recorded as real property and that the attached manufacturer's certificate of origin, Alabama title, or surety bond is being surrendered pursuant to Section 32-20-20, *Code of Alabama 1975*, for the issuance of a certificate of cancellation.

_____ Owner's Signature	_____ Owner's Printed Name	_____ Date
_____ Owner's Signature	_____ Owner's Printed Name	_____ Date

I hereby attest that the above referenced manufactured home has been recorded as being permanently affixed and recorded as real property in the county of \_\_\_\_\_

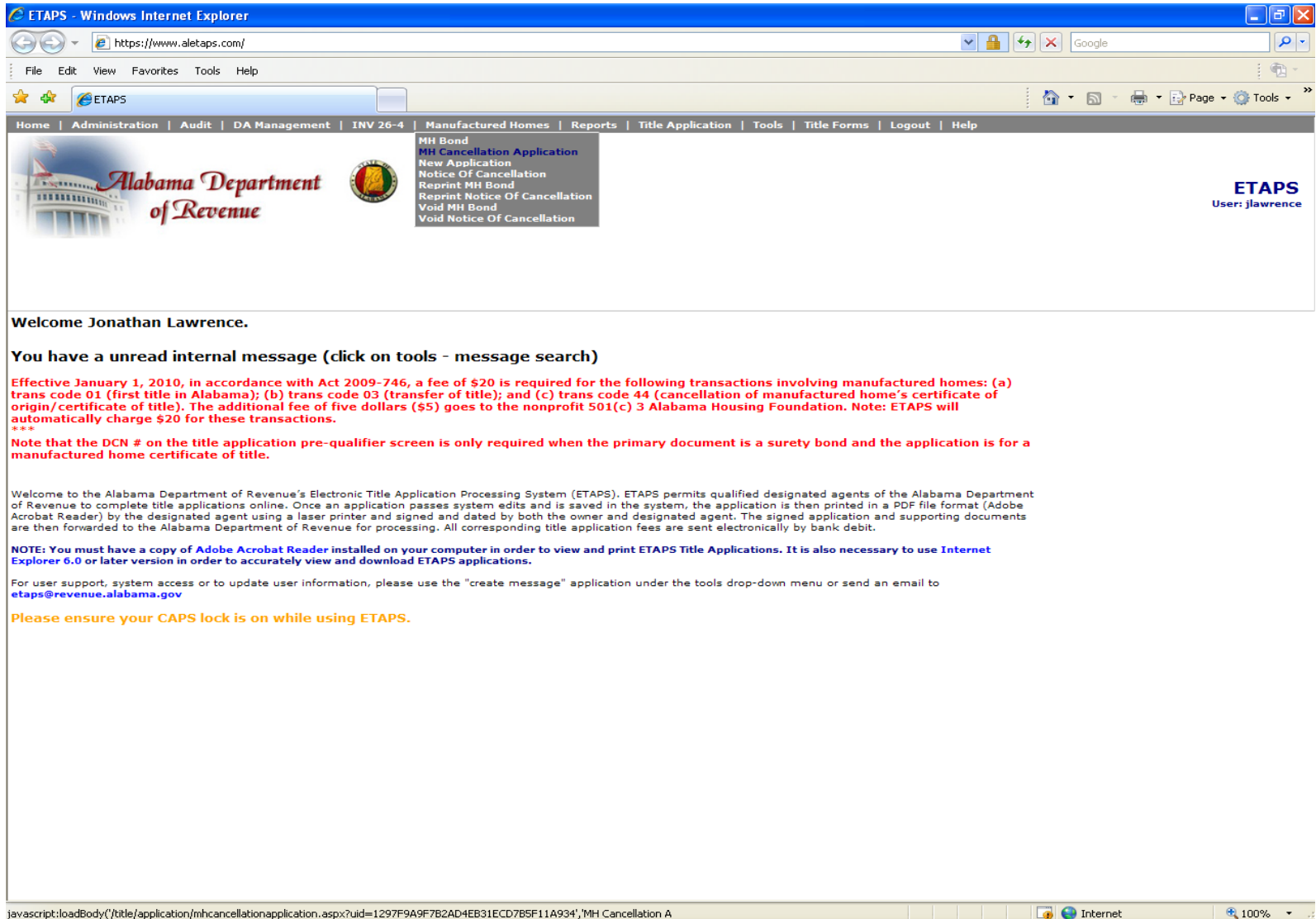
\_\_\_\_\_  
Judge of Probate (authorized signature required)

\_\_\_\_\_  
Date

A certified copy of the title history (including any cancellation) may be obtained by submitting a Request for Motor Vehicle Records (form MV-DPPA1) and the required fee. The record request form can be accessed through the Department web site at <http://www.revenue.alabama.gov/motorvehicle/mvforms/MVDPPA1.pdf>.

**Note: This form must be submitted to a Designated Agent within 90 days of the notice date.**

Under the tab “Manufactured Homes” – choose “MH Cancellation Application”



ETAPS - Windows Internet Explorer

https://www.aletaps.com/

File Edit View Favorites Tools Help

ETAPS

Home | Administration | Audit | DA Management | INV 26-4 | **Manufactured Homes** | Reports | Title Application | Tools | Title Forms | Logout | Help

Alabama Department of Revenue

ETAPS  
User: jlawrence

Welcome Jonathan Lawrence.

You have a unread internal message (click on tools - message search)

Effective January 1, 2010, in accordance with Act 2009-746, a fee of \$20 is required for the following transactions involving manufactured homes: (a) trans code 01 (first title in Alabama); (b) trans code 03 (transfer of title); and (c) trans code 44 (cancellation of manufactured home's certificate of origin/certificate of title). The additional fee of five dollars (\$5) goes to the nonprofit 501(c) 3 Alabama Housing Foundation. Note: ETAPS will automatically charge \$20 for these transactions.

Note that the DCN # on the title application pre-qualifier screen is only required when the primary document is a surety bond and the application is for a manufactured home certificate of title.

Welcome to the Alabama Department of Revenue's Electronic Title Application Processing System (ETAPS). ETAPS permits qualified designated agents of the Alabama Department of Revenue to complete title applications online. Once an application passes system edits and is saved in the system, the application is then printed in a PDF file format (Adobe Acrobat Reader) by the designated agent using a laser printer and signed and dated by both the owner and designated agent. The signed application and supporting documents are then forwarded to the Alabama Department of Revenue for processing. All corresponding title application fees are sent electronically by bank debit.

NOTE: You must have a copy of **Adobe Acrobat Reader** installed on your computer in order to view and print ETAPS Title Applications. It is also necessary to use **Internet Explorer 6.0** or later version in order to accurately view and download ETAPS applications.

For user support, system access or to update user information, please use the "create message" application under the tools drop-down menu or send an email to [etaps@revenue.alabama.gov](mailto:etaps@revenue.alabama.gov)

Please ensure your CAPS lock is on while using ETAPS.

javascript:loadBody('/title/application/mhcancellationapplication.aspx?uid=1297F9A9F7B2AD4EB31ECD7B5F11A934','MH Cancellation A

Internet 100%



On the “Pre-qualifier” screen – enter the DCN & VIN – then click “Continue”



ETAPS - Windows Internet Explorer

https://www.aletaps.com/

File Edit View Favorites Tools Help

ETAPS

Home | Administration | Audit | DA Management | INV 26-4 | Manufactured Homes | Reports | Title Application | Tools | Title Forms | Logout | Help

 **Alabama Department  
of Revenue**  **ETAPS**  
User: jlawrence

**MH Cancellation Application**

**MH Cancellation Application Prequalifier**

Document Control Number	VIN
<input type="text" value="dcn000000013"/>	<input type="text" value="12"/>

Done Internet 100%

On the “Vehicle/Title” tab, all data fields are pre-populated from the MVT 5-39E

ETAPS - Windows Internet Explorer

https://www.aletaps.com/

File Edit View Favorites Tools Help

ETAPS

Home | Administration | Audit | DA Management | INV 26-4 | Manufactured Homes | Reports | Title Application | Tools | Title Forms | Logout | Help

Alabama Department of Revenue

ETAPS  
User: jlawrence

### MH Cancellation Application

MHCancel Application

Vehicle/Title | Parties | Salvage | Rebuilt | Documents | Admin | History | ADOR | Reprint

Header Information

VIN: 12 Alabama Title Number: Primary Supporting Document: MFG's Certificate of Origin Vehicle Code: New Application Date: 1/6/2010

Vehicle Information

Vehicle Year: 2009 Vehicle Make: Cavalie Vehicle Model: C730

Vehicle Body Style: Manufactured Homes Vehicle Color 1: Bronze Vehicle Color 2: Number of Cylinders: 0

Gross Selling Price: 0 Trade-In Allowance: 0 Date Of Purchase - MM/DD/YYYY: 1/5/2009

Odometer Reading Type: E - Exempt Odometer Reading: Odometer Unit Type: Dealer Inventory Date MM/DD/YYYY:

Surrendered Out-Of-State Title

Title Number: Title State: Title Date - MM/DD/YYYY:

Save and Print Cancel Print Preview

Done

Internet 100%

On the “Parties” tab, complete required data fields and click “Save & Print”

ETAPS - Windows Internet Explorer

https://www.aletaps.com/

File Edit View Favorites Tools Help

ETAPS

Home | Administration | Audit | DA Management | INV 26-4 | Manufactured Homes | Reports | Title Application | Tools | Title Forms | Logout | Help

Alabama Department of Revenue

ETAPS  
User: jlawrence

### MH Cancellation Application

MHCancel Application

Vehicle/Title | **Parties** | Salvage | Rebuilt | Documents | Admin | History | ADOR | Reprint

**Owner Name/Mailing Address**

Owners Name (Last, First, Middle) Address City State Zip  
Lawrence Jonathan A 50 North Ripley St Montgomery Alabama 36132

**Owner/Operator Name/Physical Address**

Operator Name (Last, First, Middle) Address City State Zip

**Special Mailing Information**

Authorization Name (Last, First, Middle) Address City State Zip  
Lawrence Jonathan A PO Box 123 Montgomery Alabama 36066

**Seller Information**

Seller Name (Last, First, Middle) Address City State Zip  
Toni Weaver 123 Anywhere St Montgomery Alabama 36066

License Type Dealer License Number Sales/Rental Tax #

Use Agent Current Alabama Title Owner

**Lien Holders**

Name	Address	City	State	Zip	Date - MM/DD/YYYY

Save and Print Cancel Print Preview

Internet 100%



# MH Cancellation Application – MVT 5-44E

Note the new “Transaction Code 44”

ALABAMA DEPARTMENT OF REVENUE  
MOTOR VEHICLE DIVISION - TITLE SECTION  
P. O. Box 327666, Montgomery, AL 36132-7666

Application For Certificate of Title  
MVT-5-44E

Application # E002617851 Application Date 01/06/2010 Trans Code 44 Legend Codes No Marks Above This Line  
Current AL Title # \_\_\_\_\_ Surrendering OOS Title - State \_\_\_\_\_ Title # \_\_\_\_\_ Enc MS

## VEHICLE INFORMATION

VIN 12 Year 2009 Make Cavalie Model C730  
Body Type MH Cyls 0 New/Used NEW Color BRZ  
Purchase Date 01/05/2009 # Liens 0 Odo. Reading \_\_\_\_\_ Reading Type E - Exempt

## OWNER INFORMATION (FELONY OFFENSE FOR FALSE ADDRESS) Alabama Operator (Lessee) If Different:

Name LAWRENCE JONATHAN A Name \_\_\_\_\_  
Mailing Address 50 NORTH RIPLEY ST Resident Address \_\_\_\_\_  
City, State, Zip MONTGOMERY, AL 36132 City, State, Zip \_\_\_\_\_

## LIENHOLDER INFORMATION (FELONY OFFENSE FOR FAILURE TO NAME LIENHOLDER WITH INTENT TO DEFRAUD)

There are no liens on the vehicle.

## OWNER(S) AUTHORIZATION FOR SPECIAL MAILING

I, WE, HEREBY AUTHORIZE MY CERTIFICATE OF TITLE TO BE MAILED TO:

Name LAWRENCE JONATHAN A Mailing Address PO BOX 123 City, State, Zip MONTGOMERY, AL 36066

## SELLER INFORMATION

Name TONI WEAVER Physical Address 123 ANYWHERE ST City, State, Zip MONTGOMERY, AL 36066

## SIGNATURES (FELONY OFFENSE FOR FALSE STATEMENTS)

I, THE UNDERSIGNED, CERTIFY THAT THE VEHICLE DESCRIBED ABOVE IS OWNED BY ME AND I HEREBY MAKE APPLICATION FOR A CERTIFICATE OF TITLE FOR SAID MOTOR VEHICLE AND THIS VEHICLE WILL NOT BE THE SUBJECT OF LIEN PRIOR TO RECEIPT OF TITLE UNLESS INDICATED ABOVE. I FURTHER CERTIFY THAT ALL INFORMATION CONTAINED HEREIN IS TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE AND BELIEF.

Owner Signature \_\_\_\_\_ Date \_\_\_\_\_  
Owner Signature \_\_\_\_\_ Date \_\_\_\_\_

I HEREBY CERTIFY THAT THE ABOVE DESCRIBED VEHICLE DESCRIBED HAS BEEN PHYSICALLY INSPECTED BY ME AS A DESIGNATED AGENT OF THE DEPARTMENT, AS REQUIRED BY LAW, AND THAT THE V.I.N. AND DESCRIPTIVE DATA SHOWN ON THIS APPLICATION ARE CORRECT AND FURTHER, I IDENTIFIED THE PERSON SIGNING THE APPLICATION AND WITNESSED THE SIGNATURE.

DA Signature \_\_\_\_\_ Date \_\_\_\_\_  
DA Name \_\_\_\_\_ DA Account Number \_\_\_\_\_

ATTENTION APPLICANT: You can track the status of your title application by entering the title application number listed above at the following website: [www.aletapo-status.com](http://www.aletapo-status.com)

A signed copy of this application shall, in accordance with Section 32-9-38, Code of Alabama 1975, serve as a permit for the operation of the motor vehicle described above until the revenue department issues a certificate of title or refused to issue a certificate of title and shall continue to serve as evidence of ownership and as a permit for the operation of the vehicle after title is issued.

Legends



E 0 0 2 6 1 7 8 5 1

# Act 2009-746

## Effective January 1, 2010

- Streamlines procedures for canceling manufactured homes under surety bond when there is an issue regarding ownership rights.
  - MVT 11B – MH bond form (Valid 90 days)
    - Allows up to 4 VINs
  - Two bond amounts
    - \$50,000 for manufactured homes less than 10 years old
    - \$25,000 for manufactured homes 10 to 20 years

Under the “Manufactured Homes” tab – choose “MH Bond”

ETAPS - Windows Internet Explorer

https://www.aletaps.com/

File Edit View Favorites Tools Help

ETAPS

Home Administration Audit DA Management INV 26-4 **Manufactured Homes** Reports Title Application Tools Title Forms Logout Help

Alabama Department of Revenue

MH Bond  
MH Cancellation Application  
New Application  
Notice Of Cancellation  
Reprint MH Bond  
Reprint Notice Of Cancellation  
Void MH Bond  
Void Notice Of Cancellation

ETAPS  
User: jlawrence

Welcome Jonathan Lawrence.

You have a unread internal message (click on tools - message search)

Effective January 1, 2010, in accordance with Act 2009-746, a fee of \$20 is required for the following transactions involving manufactured homes: (a) trans code 01 (first title in Alabama); (b) trans code 03 (transfer of title); and (c) trans code 44 (cancellation of manufactured home's certificate of origin/certificate of title). The additional fee of five dollars (\$5) goes to the nonprofit 501(c) 3 Alabama Housing Foundation. Note: ETAPS will automatically charge \$20 for these transactions.  
\*\*\*

Welcome to the Alabama Department of Revenue's Electronic Title Application Processing System (ETAPS). ETAPS permits qualified designated agents of the Alabama Department of Revenue to complete title applications online. Once an application passes system edits and is saved in the system, the application is then printed in a PDF file format (Adobe Acrobat Reader) by the designated agent using a laser printer and signed and dated by both the owner and designated agent. The signed application and supporting documents are then forwarded to the Alabama Department of Revenue for processing. All corresponding title application fees are sent electronically by bank debit.

**NOTE: You must have a copy of Adobe Acrobat Reader installed on your computer in order to view and print ETAPS Title Applications. It is also necessary to use Internet Explorer 6.0 or later version in order to accurately view and download ETAPS applications.**

For user support, system access or to update user information, please use the "create message" application under the tools drop-down menu or send an email to [etaps@revenue.alabama.gov](mailto:etaps@revenue.alabama.gov)

Please ensure your CAPS lock is on while using ETAPS.

javascript:loadBody('manufacturedhomes/mhbond.aspx?uid=13C0FED5391D94D87C7509B9443595','MH Bond','divMenuManufactured Homes');

Internet 100%

On the Pre-qualifier, enter VIN(s) and click “Continue”



ETAPS - Windows Internet Explorer

https://www.aletaps.com/

File Edit View Favorites Tools Help

ETAPS

Home | Administration | Audit | DA Management | INV 26-4 | Manufactured Homes | Reports | Title Application | Tools | Title Forms | Logout | Help

 **Alabama Department  
of Revenue** 

**ETAPS**  
User: jlawrence

**MH Bond Prequalifier**

VIN 1	VIN 2
12	34
VIN 3	VIN 4
56	78

Continue

Done

Internet 100%

Complete required fields & click “Save & Print” – Note the bond amount is determined by the model year

ETAPS - Windows Internet Explorer

https://www.alelaps.com/

File Edit View Favorites Tools Help

ETAPS

Home | Administration | Audit | DA Management | INV 26-4 | Manufactured Homes | Reports | Title Application | Tools | Title Forms | Logout | Help

Alabama Department of Revenue

ETAPS  
User: jlawrence

**MH Bond**

Supporting Information

VIN 1  
12

VIN 2  
34

VIN 3  
56

VIN 4  
78

Vehicle Information

Vehicle Year  
2005

Vehicle Make  
Fleetwood

Vehicle Color 1  
Blue

Vehicle Body Style  
Manufactured Homes

New/Used  
Used

Vehicle Model  
Mobile Home

Vehicle Color 2

Number of Cylinders  
0

Date of Purchase  
12/25/2009

Owner Name/Address

Owners Name (Last, First, Middle)  
Lawrence Jonathan A

Address  
50 North Ripley St

City  
Montgomery

County Of Affixation  
Montgomery

State  
Alabama

Zip  
36132

Fee Amount

Bond Amount  
50000

Save and Print Cancel

Internet 100%





# MH Bond – MVT 11B (Valid 90 days)



## ALABAMA DEPARTMENT OF REVENUE MOTOR VEHICLE DIVISION

MVT-11B  
(REV 01/2010)

DOCUMENT CONTROL #: DCN000000009 DATE: 01/06/2010 CERTIFICATE OF TITLE SURETY BOND NO: \_\_\_\_\_  
KNOW ALL MEN BY THESE PRESENTS, THAT WE LAWRENCE JONATHAN A

of STREET OR RFD: 50 NORTH RIPLEY ST CITY: MONTGOMERY

COUNTY: MONTGOMERY STATE: AL as Principal

(hereinafter called Principal), and \_\_\_\_\_ of \_\_\_\_\_

Name Of Surety State Of Incorporation  
as Surety (hereinafter called Surety), are held and firmly bound unto the Commissioner of Revenue of the State of

Alabama in the sum of Fifty Thousand Dollars (\$ 50,000.00 ), for the payment of which, well  
and truly to be made, we bind ourselves, our heirs, executor, administrators, successors, and assigns, jointly and severally, firmly by these presents.

WHEREAS, the Principal has made application to the Department of Revenue of the State of Alabama for a certificate of title on that certain  
vehicle or manufactured home described as follows, to wit:

VIN 1: 12 VIN 2: 34 VIN 3: 56 VIN 4: 78

YEAR: 2005 MAKE: Fleetwo MODEL: Mobile Home BODY TYPE: MH

CYLINDERS: 0 NEW/USED: USED DATE OF PURCHASE: 12/25/2009

And under the provisions of Section 32-8-36 or Section 32-20-4 Code of Alabama 1975, the Department requires this bond before a certificate of  
title will be issued.

### THE CONDITIONS OF THIS OBLIGATION ARE SUCH THAT:

If the aforesaid Principal shall indemnify any prior owner and lienholder and any subsequent purchaser of the vehicle or person acquiring any  
security interest in it, and their respective successors in interest, against any expense, loss or damage, including reasonable attorney's fees, by  
reason of the issuance of the certificate of title of the vehicle or on account of any defect in or undisclosed security interest upon the right, title and  
interest of the applicant in and to the vehicle, then this obligation shall be void; otherwise, it shall remain in full force and effect.

PROVIDED, HOWEVER, that any interested person has a right of action to recover on the bond for any breach of its conditions, but the aggregate  
liability of the surety to all persons shall not exceed the amount of the bond.

That said bond shall remain in full force and effect for a period of three (3) years after date of said bond or until the vehicle is no longer registered  
in this state and the currently valid certificate of title is surrendered to the Commissioner of Revenue of the State of Alabama, unless, the  
Commissioner of Revenue of the State of Alabama has been notified of the pendency of an action to recover on the bond.

IN WITNESS WHEREOF, we hereunto set our names and seals on this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_  
(postdated bonds not acceptable)

\_\_\_\_\_  
Surety

(Agent of Surety Company) - Typed Name

(Agent of Surety Company) - Signature : Refer to ITEM #3 on  
reverse side of form

(State of Alabama, Commissioner of Revenue)

(Principal) - Typed Name

(Principal) - Signature: Refer to ITEM #1 on  
reverse side of form

(Principal) - Typed Name

(Principal) - Signature: Refer to ITEM #2 on  
reverse side of form

# Additional ETAPS Enhancements

- Title Snapshot
- New Application Number
  - Transaction Code Indicator
- ETAPS Assigns Title Numbers at Time of Approval
- Web-Based Title Applications

# Administrative Rule Changes

- New
  - 810-5-75-.63 – Power of Attorney Guidelines for Use
  - 810-5-1-.247 – Guidelines for Vehicle Identification Number (VIN) Inspections
  - 810-5-75-.48 through 810-5-75-.62 – Renaming of Current Rules
- Amended
  - 810-5-1-.235 – Notice of Junk Vehicles (MVT 5-48)
  - 810-5-26-.02 – Changed ETAPS Training from 30 to 60 days
  - 810-5-75-.24 – Title Procedure – First & Second Lien(s) to be Recorded
  - 810-5-75-.40 – Application for Certificate of Title – Requirements for Names and Signatures on Application

# Administrative Rule Changes

- Repealed
  - 810-5-75-.22 – No 3<sup>rd</sup> Liens on Titles
  - 810-5-50-.12 – Missing Document Form (MVT 5-8)
  - 810-5-75-.02 – First Title for a Homemade Trailer
  - 810-5-41-.06 – Salvage of Junk Vehicles Brought into Alabama
  - 810-5-76-.01 – Odometer Disclosure Requirements
  - 810-5-76-.02 – Odometer Disclosure with Power of Attorney (Combined with 810-5-75-.63)
  - 810-5-50-.13-.01 – Power of Attorney – Guidelines for Use (Changed to 810-5-75-.63)
  - 810-5-41-.01 – Salvage – VIN Plate Removed
  - 810-5-75-.26 – Title Procedure – Owner Application for Title on a Used Vehicle
  - 810-5-3-.01 – Exclusion – Manufactured Home, Travel Trailer, and Mobile Trailer
  - 810-5-75-.16 – Title Procedure – Assignment and Transfer of Lien (Combined with 810-5-75-.24)
  - 810-5-75-.20 – Title Procedure – 2<sup>nd</sup> or 3<sup>rd</sup> Liens (Combined with 810-5-75-.24)
  - 810-5-75-.23 – Title Procedure – 2<sup>nd</sup> Lien to be Added (Combined with 810-5-75-.24)
  - 810-5-5-.02 – Application for Certificate of Title – Requirements for name and Address (Combined with 810-5-75-.40)
  - 810-5-5-.04 – Application for Certificate of Title – Legal name of Owner (Combined with 810-5-5-.04)

# Miscellaneous

- County Memos
- Replacement Title Applications
  - Additional \$3 fee per application
- MVT 10-1A (Non-Dealer Bond Request Form) is on-line.

# Contacts

- Please feel free to contact the Motor Vehicle Division any time if you need assistance

Title Section

[titles@revenue.alabama.gov](mailto:titles@revenue.alabama.gov)

Records Unit

[mvrecords@revenue.alabama.gov](mailto:mvrecords@revenue.alabama.gov)

Registration Section

[tags@revenue.alabama.gov](mailto:tags@revenue.alabama.gov)

MLI Unit

[mli@revenue.alabama.gov](mailto:mli@revenue.alabama.gov)

## Website Updates

- License Plate Information
- Commitments to Purchase
- County Memos
- Registration Administrative Rules
- Motor Vehicle Dealer License Status